



ESLO Hardship Exemption

Application Submittal Requirements

Please schedule a meeting with your project coordinator before submitting your application.

This checklist has been prepared to assist you in submitting a complete and successful application to the City of Scottsdale. At the required pre-application meeting, a staff member will identify the items on this Shopping List that are required for your submission.

Date: _____

Coordinator: _____

Project No.: _____ - PA - _____

Case No.: _____ - HE - _____

On April 20, 2004, the Scottsdale City Council adopted the third set of revisions to the Environmentally Sensitive Lands Ordinance (ESLO III), which became effective May 21, 2004. As a part of these revisions, a procedure was established that allows property owners to apply for a hardship exemption from the requirements of this newest version of ESLO (refer to Section 6.1022.D).

The ESLO Hardship Exemptions are heard by the City Council, and are only granted if the applicant demonstrates that they meet specific criteria. The 4 criteria for an exemption are:

- ☐ The applicant must demonstrate a Substantial Hardship that reduces the ability to use the parcel(s).
- ☐ The requested exemption must be consistent with the intent and purpose of the ESL Ordinance.
- ☐ The application of the new ESLO standards does not achieve significant benefit for protection of the environment and community.
- ☐ The requested exemption must be in conformance with a previously adopted version of the ESL Ordinance.

If an applicant can demonstrate to the City Council that a hardship is created by the requirement to comply with the new regulations and that relatively little impact will occur from the exemption, then they may be allowed to follow specific regulations of an earlier version of the ESLO. Under no circumstances will an exemption be allowed where the property owner's proposal does not comply with that standard in a previously adopted version of the ESL Ordinance.

For more information on the ESLO Hardship Exemption process and procedures, please call your staff coordinator at 480-312-7000.

Planning and Development Services Department

7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 ♦ Phone: 480-312-7000 ♦ Fax: 480-312-7088



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Submittal Requirements

All Graphics And Plans Shall Be To Scale And Dimensioned.

Part I. General Requirements

- ☐ 1. Project **Application Form & Fee: \$128**
- ☐ 2. **Project Description Form** (provided)
- ☐ 3. **Justification Form** (provided)
- ☐ 4. **Property Owner's authorization.**
- ☐ 5. **HOA Approval** (if applicable)
- ☐ 6. **Community Input Certification** (provided)
- ☐ 7. **Photographs** mounted on 8-1/2" x 11" sheets (showing existing site, structures & adjacent properties)
- ☐ 8. **Context Aerial** and/or **Site Location Map** – 1 full size and two (2) 8-1/2" x 11" copies
AERIAL SHALL NOT BE MORE THAN 1 YEAR OLD AND SHALL INCLUDE:
_____ 500 foot radius from site
_____ 1/4 mile radius from site
_____ other: _____
- ☐ 9. **Maricopa County Assessor's Parcel Map** – with site location highlighted
- ☐ 10. **Legal Description** – 2 copies
- ☐ 11. **Site Location Map**
- ☐ 12. Other: _____

Part II. Required Plan & Related Data

For each plan clearly delineate the difference between the proposal and the existing ESL Standards and submit:

- Full Size (30" x 42" maximum) - 2 copies
- 11" x 17" - 1 copy (suitable for reproduction)
- 8-1/2" x 11" - 2 copies (suitable for reproduction)
- 1 transparency
- ☐ 1. **Site plan** indicating extent and location of additions, buildings, and other structures. Site plan shall indicate dimensions of existing and proposed structures, sidewalks, or driveways as well as any required setbacks.
- ☐ 2. **Floor plan(s)** of additions, alterations, or new structures. The floor plan shall be dimensioned and clearly delineate existing and proposed construction.
- ☐ 3. **Elevation drawings** of new additions, buildings, or other changes with materials and colors noted and keyed to material samples.
- ☐ 4. **Detail drawings.**
- ☐ 5. Other: _____

By signing below, the parties agree that the above documentation has been submitted/received.

Applicant Signature

Coordinator Signature *(required prior to submittal)*

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Project Description / Exemption Details

Case Numbers: _____ - PA - _____ / _____ - HE - _____

Project Name: _____

Location: _____

Property Details:

☐ Single-Family Residential ☐ Multi-Family Residential ☐ Commercial

Use: _____ Zoning: _____

Number of Buildings: _____ Height: _____

Setbacks: N - _____ S - _____ E - _____ W - _____

Description of Request:

Project Narrative: _____

Relevant section of the ESL Ordinance: _____

The ESL Ordinance requires: _____

Request: _____

Amount of variance: _____

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- The City Council may authorize a ESLO Hardship Exemption if ALL of the following criteria are met. Use the space provided to present your evidence that the requested exemption complies; you may attach a seperate sheet if you need more room.**

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